

## 6.11 RELATED HEALTH PROGRAMS

### PURPOSE

- P1. To provide prevention and intervention services and short-term treatment that will enhance student participation in the program and employability.
- P2. To promote healthful choices that will have a positive impact on student physical and emotional well being.
- P3. To provide students with information and skills that will allow them to make appropriate choices regarding their health care needs, and to demonstrate acceptable work place behavior that will enhance their opportunity for employment.

### REQUIREMENTS

- R1. Trainee Employee Assistance Program (TEAP)

Centers shall:

- a. Provide a TEAP program, which at a minimum shall include the following programmatic components:
  - 1. Assessment
  - 2. Intervention
  - 3. Counseling
  - 4. Relapse Prevention
  - 5. Prevention and Education
- b. Prohibit student possession and use of illegal drugs and unauthorized prescription drugs on and off center. In addition, the possession and use of alcohol is prohibited on center (Refer to Section 5.4, Personal Safety and Security) for sanctions relating to the possession, sale, or use of alcohol/drugs.
- c. Students in the following categories shall be tested for drug and/or alcohol use:
  - 1. New and readmitted students shall be tested for **drug use only** within 48 hours of arrival on center.

2. Students who are suspected<sup>7</sup> of using **alcohol or drugs** at any point after arrival on center (including 45-day probationary period), this testing shall take place as soon as possible after staff suspects use.
3. Students who test positive on entry or students who were initially negative but later tested positive on suspicion, or students who self refer will be permitted the option of a medical separation with reinstatement (MSWR), allowing the student to return to Job Corps to complete his/her training within 6 months if he/she provides:
  - (a) Proof of treatment and aftercare from a qualified provider.
  - (b) A negative drug screen result must be mailed to Job Corps directly from the testing site and be received within 10 days prior to the student's reinstatement to Job Corps.
4. An MSWR for drug dependency can only be given if the following conditions are met:
  - (a) TEAP specialist and center director agree that the student has a drug problem.
  - (b) TEAP specialist has a documented assessment of the student's drug problem by the TEAP specialist and the center mental health consultant.
  - (c) MSWRs can only be granted **prior** to any 45-day probationary/ intervention test. MSWRs cannot be granted in lieu of ZT separation when a positive 45-day probation/intervention test is reported.

**Note:**

- (1) Reinstated students shall not be subject to entry drug testing upon return to the center.**
- (2) Transfer students shall not be subject to drug testing upon arrival at receiving center.**

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<sup>7</sup> Reasonable suspicion includes (1) direct observation of alcohol or drug use or behavioral signs or symptoms suggestive of alcohol or drug use, or (2) reliable information that a student recently used alcohol or drugs.

**Both reinstated and transfer students shall be subject to testing for drugs and alcohol upon suspicion of use only.**

- d. Students testing positive for **drug use**:
1. **New students and readmitted students not previously separated for drug use (ZT separation code 05.2a)** testing positive on entry shall be provided counseling and a second drug test, the results of which are received prior to the end of the 45-day probationary period.

To remain in the program, students testing positive on entry must have a negative drug test result within the 45-day probationary period.

If a probationary period takes place during a center vacation period (e.g., summer break, winter break), the probationary period is suspended and resumes the day the student is scheduled to return to the center, (e.g., if a student is on day #30 of his/her probationary period at the time of the center vacation, the day count will be suspended at 30 days, and resume as day #31 the day he/she is due back on center). If a student does not report to the center on the day he/she is expected to return, the probationary period still resumes and the student is labeled AWOL.

Students AWOL on the day of their scheduled probationary test will be tested on the day the student returns to the center. If this drug test is positive and the results are not received before the end of the 45-day probationary period, the student will be separated under the ZT policy and the separation **will be counted** in the center's statistics. Students AWOL during the probationary period who never return to the center cannot be separated under code 05.2a (a positive drug test is required for a 05.2a ZT separation); instead, the student shall be separated as AWOL.

2. Readmitted students previously separated for drug use (ZT separation code 05.2a) testing positive on entry or any time during their second enrollment at Job Corps, must be separated immediately without a 45-day probationary or intervention period. Such students shall not be allowed to reapply to Job Corps.

3. **Students who tested negative on entry<sup>8</sup>, but test positive on suspicion of drug use** any time after entry shall be given a 45-day suspicion intervention period, which shall begin on the day of collection of the specimen. To remain in the program, such students must have a negative drug test result within the 45-day suspicion intervention period. Students testing positive within the 45-day period shall be separated in accordance with the ZT policy specified in PRH-3. During the 45-day suspicion intervention period, students in the driver's education program and student drivers who fall under DOT regulations are not permitted to drive. A second positive suspicion of drug use test at any time thereafter will result in immediate separation in accordance with the ZT policy.
  4. **Students testing positive for drug use based on a physician order**, to include testing conducted by an off-center medical facility, shall follow the same procedures outlined in step 3 above for positive suspicion tests (i.e., if this is the student's first positive drug test in Job Corps including the initial drug test, this positive test will result in a 45-day intervention period; if the student has previously tested positive at any time and later tests positive for a test that was administered by a physician's order, the student shall be separated in accordance with the ZT policy specified in PRH-3).
  5. **Student drivers testing positive for drug use** under 49 CFR Part 391 (DOT Federal Highway Administration) shall follow the same procedures outlined in step 3 above for positive suspicion tests (i.e., if the student has never tested positive, this positive test will result in a 45-day intervention period; if the student has previously tested positive at any time and later tests positive for a test that was administered by DOT, the student shall be separated in accordance with the ZT policy specified in PRH-3). In addition, during the 45-day suspicion intervention period, student drivers who fall under DOT regulations are not permitted to drive.
- e. Students testing positive for alcohol use on suspicion shall be referred to the TEAP specialist for assistance and the center's student conduct system for disciplinary action.
  - f. Students with positive drug test results shall be informed of such results by the center physician or designee within 24 hours of receipt of positive result, or as soon as possible, given staff and student availability. Minor student's parent/guardian shall be notified of positive test results as

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<sup>8</sup> Student who tested positive on entry, but tested negative at the end of the initial 45-day probationary period, are not eligible for the suspicion intervention services and will be separated under the ZT policy for a positive suspicion test.

required by applicable state laws for the state in which the center is located.

- g. If a student questions the validity of a confirmed positive drug test, he or she shall be referred to the center physician or designee for counseling. This counseling session must be documented in the student's health record and include a recommendation for appropriate center action and follow up.
- h. If a student, present on center, refuses to provide a specimen or has an unexcused absence from his or her follow-up appointment for drug testing, he or she shall be referred to the center's behavior management system for appropriate disciplinary action. Students who state they are unable to produce a specimen shall be referred to the center physician or designee for follow up.
- i. Any student separating from Job Corps who has a drug or alcohol problem shall be provided with a referral for support services in his or her home community.
- j. Biochemical testing is never permissible on a random basis, with the exception of designated licensed student drivers who are subject to 49 CFR Part 391 DOT Federal Highway Administration. In addition, biochemical testing requested by work experience sites, union trades, or potential employers may only be performed by the requesting entity.
- k. Drug testing and follow up shall be under the supervision of the health staff and documented in the health record.
- l. The nationally contracted laboratory shall be used for all required drug testing. On-center urine drug testing is prohibited.
- m. All centers shall maintain strict adherence to the chain of custody principles for all urine specimens collected.
- n. Centers shall use devices that measure only the presence or absence of alcohol in the breath or saliva (e.g., breathalyzers or alcohol test strips/tubes/swabs). Alcohol testing shall only be administered by a staff member trained in the use of testing devices. All testing shall be documented and the results submitted to health services for inclusion in the student's health record.
- o. Biochemical test results shall be shared only with center personnel who have a need to know for purposes of discipline, counseling, administration, and delivery of services.

- p. All students shall be provided alcohol and drug counseling, follow up, and prevention services. Such services shall be documented in the student's health record.
- q. The center director must ensure that all center staff and subcontracted health providers are fully apprised of their responsibilities under the Privacy Act, Privacy Rule (HIPAA) [see Appendix 601, Student Rights to Privacy and Disclosure Information], and that students are individually assured of the confidentiality of the test results.

## R2. Health Aspects of Sports

- a. All students participating in organized contact or rigorous sports (e.g., football, basketball, boxing, and running) shall be medically cleared by a health professional prior to participating. Physical examinations performed by center health personnel within 1 year of the organized sports activity can fulfill this requirement, at the discretion of the center physician. After 1 year, a current physical examination is required.
- b. A staff member trained in CPR/first aid, with specific authorization in the center's standing orders, must be present at all organized contact or rigorous sports activities, including practice sessions and sports events.
- c. At a minimum, staff certified in CPR/first aid must be present at all student boxing events and contact football games.
- d. In case of possible emergency, adequate transportation must be on the scene of all center-sponsored organized sports.

## R3. Tobacco Use Prevention Program (TUPP)

Implement a program to prevent the onset of tobacco use and to promote tobacco-free environments and individuals. To support this program, a TUPP coordinator shall be appointed (he or she need not be a health services staff member). At a minimum, this program shall include:

- a. Educational materials and activities that support delay and/or cessation of tobacco use.
- b. A smoke-free, tobacco-free environment that prohibits the use of all tobacco products in center buildings and center-operated vehicles.
- c. Designated outdoor smoking areas located away from the building entrance.
- d. Prohibition of the sale of tobacco products on center.

- e. Adherence to federal and state laws regarding the use of tobacco products by minors.

#### R4. Family Planning Program

- a. A family planning program shall be provided to all students on a voluntary basis. At a minimum, this program shall include counseling, health promotion activities, and medical services. The center director shall appoint a staff member to implement and monitor this program.
- b. If a student is determined to be more than 12 weeks pregnant on arrival, she shall receive a medical separation with reinstatement rights. (See Section 6.4, Student Enrollments, Transfers, and Separations)
- c. If a student is less than 12 weeks pregnant on arrival or becomes pregnant after enrollment, center staff shall determine whether (1) she is sufficiently motivated to continue her training and, (2) her particular needs can be met by resources available at the center and/or in the community.
- d. Pregnancy program services at a minimum shall include information on the options of continuing or terminating the pregnancy.
  - 1. If a student wishes to terminate her pregnancy, the center shall identify available community health/social resources and the student shall be given leave without pay/allowances for the medical procedure. The center shall not pay for direct or indirect services or expenses (i.e., transportation or staff escort), unless the center director and center physician consider the procedure necessary to safeguard the life of the student or in the case of rape. Under such circumstances, the center shall pay for services and place the student on leave with pay and allowances.
  - 2. If the student chooses to continue her pregnancy while enrolled in Job Corps, the center shall:
    - (a) Provide or arrange for prenatal care until separation, to include a comprehensive gestational record.
    - (b) As required by applicable state laws in which the center is located, notify the student's parent/guardian of her pregnancy.
    - (c) Provide a medical separation with reinstatement at the end of the student's 28th week of pregnancy. Longer retention is

permitted at the discretion of the center director, based on the recommendation of the center physician.

#### R5. HIV/AIDS

Centers shall adhere to the Job Corps HIV/AIDS policy contained in Appendix 603 (HIV Infection/AIDS Policy).

#### R6. Sexual Assault Prevention and Response

Centers shall:

- a. Establish a program for sexual assault prevention, counseling, treatment, and follow-up care.
- b. Develop a team response to sexual assault and involve center staff and outside resources.
- c. Report sexual assaults:
  1. To law enforcement authorities as required by state and local law
  2. As significant incidents (see Section 5.5, Management and Reporting of Significant Incidents).

#### R7. Disability Program

Centers shall implement a disability program to provide individualized and coordinated services to all students with disabilities. At a minimum, this program shall include:

- a. A disability coordinator to oversee the program.
- b. Written policies and procedures related to:
  - Center review of applicant folders
  - Reasonable accommodation
  - Formation of an interdisciplinary team
- c. A method to accurately collect and submit all required disability data.
- d. A written plan to develop and maintain partnerships with outside agencies and programs that will assist the center in serving students with disabilities.
- e. A written self-assessment describing the current programmatic and architectural accessibility of the center with priorities and next steps.



**QUALITY INDICATOR(S)**

- Q1. Students can describe appropriate lifestyle choices.
- Q2. Students take personal responsibility for maintaining good health.
- Q3. Students are able to identify and access appropriate health-related programs to meet individual needs.